



Nebraska Office of Highway Safety (NOHS)

IN-CAR CAMERA SYSTEM

MINI-GRANT CONTRACT APPLICATION AND AWARD

MUST BE APPROVED BY NOHS PRIOR TO PURCHASE

Please Type	DATE:	_____
APPLICANT	:	_____
ADDRESS	:	_____
CITY, STATE, ZIP	:	_____
TELEPHONE NO.	:	_____
FEDERAL I.D. NO.:	:	_____
EMAIL ADDRESS	:	_____

PROJECT DESCRIPTION: The purpose of this Mini-Grant Contract is to provide funding assistance to law enforcement agencies to acquire digital in-car camera system(s). The NOHS will provide funding assistance for a maximum of three (3) in-car cameras at either 75% of the cost of the unit, or \$3,500.00 per unit, whichever cost is lower.

The applicant must submit the following supporting documentation with this application:

- 1) make, model, manufacturer and itemized cost summary of the equipment to be purchased; and,
- 2) a copy of your agency's current seat belt policy and drug-free workplace policy.

Upon receipt of the equipment the agency agrees to provide annual reports of the activity generated (i.e. number of recorded traffic stops) to the NOHS for three (3) years.

CONTRACTUAL SERVICES:

- 1) Number of In-Car Camera System(s) _____
- 2) Total Cost per Unit \$ _____
- 3) Cost to Law Enforcement Agency _____
- 4) Cost to Nebraska Office of Highway Safety _____

The applicant will be responsible for the bid process, selection, acquisition, initial payment, installation, maintenance and provide operator training for personnel utilizing the in-car camera system.

This Mini-Grant Contract is financed on a reimbursement basis. The applicant must 1) receive approval of the Mini-Grant Contract from the NOHS prior to purchase; 2) incur the expenses (pay the bills); 3) request reimbursement for the amount awarded on a "Mini-Grant Contract Claim for Reimbursement (CR); and 4) complete the CR and attach the required supporting documentation as prescribed below.

- a) Itemize each expenditure on the Claim for Reimbursement.
- b) Attach a copy of the invoice(s) from the vendor with the itemized costs of the equipment.
- c) Attach a copy of the check(s) paid by the applicant to the vendor for the equipment.
- d) Provide the serial numbers for the equipment.

Within sixty (60) days from the date of this award the reimbursement request must be submitted to NOHS. **After sixty (60) days, reimbursements will not be honored.** **Acceptance of Conditions:** The Mini-Grant Contract Award recipient agrees to all applicable federal and state laws, rules and regulations. Failure to comply with these conditions may result in termination of this Grant Contract Award. All Awards are subject to availability of Federal Funding.

Authorized Signature of Applicant	Date	Print or Type Name
_____	_____	_____
Nebraska Office of Highway Safety	Date	<u>Fred E Zwonechek, Administrator</u>
_____	_____	Print or Type Name

Return completed form to: Nebraska Office of Highway Safety
P.O. Box 94612
Lincoln, Nebraska 68509-4612
Phone (402) 471-2515
FAX (402) 471-3865

TO BE COMPLETED BY NOHS			
Project No.:	SB:	DF:	Contract Approval Date:
The Catalog of Federal Domestic Assistance (CFDA) number assigned to this Mini-Grant Contract is <u>20.601</u> .			